

**DETERMINATION AND FINDINGS
FOR
SOLE SOURCE EXTENSION BEYOND FIVE YEARS**

AGENCY: Department of Human Services
CONTRACT NO.: DCJA-2007-C-0012
CAPTION: Technical Assistance
CONTRACTOR: Policy Studies, Inc.

FINDINGS

1. AUTHORIZATION

D.C. Official Code §2-354.04, 27 DCMR 1304, 1700, 1701 and 2005.6(b)

2. MINIMUM NEED

The District Department of Human Services (DHS) has a need for an extension of the Technical Assistance contract. The period of performance is March 12, 2013 through June 11, 2013.

3. ESTIMATED REASONABLE PRICE

No Cost

4. FACTS WHICH JUSTIFY SOLE SOURCE PROCUREMENT

DHS is in the final option year of this contract, and the intent of the agency is to no longer procure resources from the vendor upon completion of the project. A year ago DHS worked with PSI to identify deliverables and a cost estimate for those deliverables. The broadening scope of the overall TANF Redesign created un-anticipated functionality demands for CATCH2. This has pushed out the timeline for PSI to transition the system to the DHS' Office of Information Systems (OIS).

The extension will allow PSI to complete the functionality under development and transition the system to DHS OIS.

5. **CERTIFICATION BY AGENCY HEAD**

I hereby certify that the above findings are true, correct and complete.

Date

David A. Berns
Director
Department of Human Services

6. **CERTIFICATION BY THE CONTRACTING OFFICER**

I have reviewed the above findings and certify that they are sufficient to justify the use of the sole source method of procurement under the cited authority. I certify that the notice of intent to award a sole source contract was published in accordance with 27 DCMR 1304 and that no response was received. I recommend that the Chief Procurement Officer approve the use of the sole source procurement method for this proposed contract.

Date

Priscilla Mack
Contracting Officer

DETERMINATION

Based on the above findings and in accordance with the cited authority, I hereby determine that it is not feasible or practical to invoke the competitive solicitation process under either Section 402 or 403 of the District of Columbia Procurement Practices Reform Act of 2010 (D.C. Law 18-371; D.C. Official Code § 2-354.02 or 2-354.03). Accordingly, I determine that the District is justified in using the sole source method of procurement.

Date

James D. Staton
Chief Procurement Officer
Office of Contracting and Procurement